

Human Trafficking Coordinating Council  
**Meeting Minutes**  
March 7, 2016  
Department of Correction  
Dover, DE 19904

In attendance: Abby Layton, Curt Shockley, Dawn Culp, Yolanda Schlabach, Lisa Minutola, Tina Shockley, Bridget Poulle, Elisa Lehman, Susan Alfree.

Participating by phone: Mary McDonough, Loretta Young, Stephen Lawless, Jan Jurden, Rita Landgraf, Alison Mc Gonigle, and Kimberly Chandler.

Abby Layton (Chair), called the meeting to order at 3:05 pm. Following introductions, Abby asked if there was a motion to approve the minutes from the January 19, 2016 meeting, the Motion was made and approved.

Abby reported on the Executive Committee and the Public Outreach & Awareness Committee. There was discussion about Delaware's lack of data on Human Trafficking. Abby learned that the LEISS Report does have a check off box for Human Trafficking, however it is never checked off. Abby has had only one case referred to her. This is likely a law enforcement training issue. There was discussion of combining the Victim Services and Public Outreach and Awareness Committees. Following discussion it was agreed that each committee has a distinct mission and therefore they should not be combined.

Abby distributed brochures and posters that she had received from the National Human Trafficking Resource Center. The Resource Center provides human trafficking materials free of charge and the Center website is also a good resource. Abby has been communicating with the folks at Polaris and one of the things she has learned is that while we have a very comprehensive statute; Delaware is behind in terms of policies and procedures on human trafficking. We have a lot of work to do in Delaware. Moving forward, the Public Outreach and Awareness Committee will be Co-Chaired by Commissioner McDonough and Dawn Culp.

Commissioner Young reported that the Juvenile Committee has been working to develop a Bench Card and a protocol in coordination with YRS. The Committee has reviewed Screening Tools and Bench Cards from Ohio & Florida and is hoping to have their draft protocol completed by May. The Committee still needs a law enforcement representative; Commissioner Young said Joe Block, NCCPD, was recommended, Dawn Culp also recommended Adrienne Owen, DSP. The protocol will include tools for screening and response to juvenile victims of human trafficking.

Yolanda Schlabach reported that the Victim Services Committee will be looking at existing resources; they would like to do training with existing services. The Victim Services Committee is planning a statewide training at Dover Downs on November 17, 2016. They would like to include several national speakers for the morning and then offer breakout sessions for the afternoon. Dr. Lawless asked if this training could be inclusive since all of the Committees have been discussing the need for training. Abby thinks the training would be a great opportunity to increase public awareness about Human Trafficking (and the work currently underway in Delaware), as well as

providing training on the issue. Abby suggested the Victim Services Committee present their training proposal to the full Council at the next meeting. In the meantime, it was suggested the Committee send out Save the Date cards for the November 17, 2016, training.

Lisa Minutola reported that the Strategic Planning Committee has also been discussing the need for training. There are still a lot of people in the criminal justice system that are unaware of Delaware's Human Trafficking law. Lisa and Abby are providing CLE training for attorneys on Human Trafficking, on April 15, 2016.

The Strategic Planning Committee also needs a law enforcement representative. Abby will follow up with R.L., on the need for law enforcement representatives on HTCC committees.

Delaware does not seem to have any Human Trafficking data at all; we really need to be doing public awareness work and training on the issue. Lisa recommends we track our trainings so everyone is aware of when and where the trainings are occurring. Lisa's committee will serve as the repository for training information. When you schedule training on Human Trafficking please send the information to Lisa Minutola. Donna Thomas will keep a list of all the HTCC trainings.

Abby asked if there was any discussion regarding the draft By-Laws. Commissioner McDonough thought that Article III, subsection (d) was inconsistent with what was discussed at the meeting, and that this By-law change essentially removes the statutorily appointed members. Following discussion a motion was made to approve the By-laws. The motion was approved by a vote of those in attendance, phone participants did not vote. \*

There was further discussion regarding the need for training to increase public awareness on the issue of Human Trafficking. Judge Jurden is very concerned, as she believes that cases continue to slip by because they are not identified. The Judge believes training is needed for Superior Court Judges and overall we need to do more to increase awareness of the issue.

The next meeting date is June 6, 2016.

Abby thanked everyone for their participation and asked if there was any public input, there being none the meeting was adjourned.

\* It was later determined that we did not have a quorum.